

FOREST VISIT AND MEETING PROGRAMME

WOODSIDE FOREST PARTNERSHIP

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NOTICE OF MEETING AND FOREST VISIT

The meeting and forest visit of the above Forest Partnership will be held at the Patutahi Community Hall, Biggs Street, Patutahi 24th April 2019 commencing at 8.30am.

This is held in conjunction with Chatswood, Eastwood, Fleetwood, Glen Alvon, Heywood, Monterey, Pine Ridge, Portobello, Windsor, Woodside, Young Nicks, Greenwood LP, Eagle, Fairway, Greens, Links and Stableford Forest Partnerships.

PROGRAMME

8.30 - 8.45am Registration and morning tea
8.45 - 9.00am Welcome

The days programme will include a forest visit, presentation (for selected forests) and AGM. Timing of these will be flexible. Lunch will be served around 12:30 to 1pm

The forest visit will proceed regardless of the weather, so please bring warm clothing, wet weather gear and suitable footwear that will handle mud and wet grass.

AGM AGENDA

1. Appointment of Chairperson
2. Apologies and Proxies
3. Confirmation of Minutes from previous AGM
4. Matters arising from Minutes
5. Receive the Reports, Valuation and Draft Financial Statements
6. Consider and adopt the Public Liability Insurance
7. Receive and adopt the 2019-2020 Budget Cashflow
8. General Business

DOCUMENTS

The following documents are included with the Agenda:

- Attendance/ Apology / Proxy form (*can be completed online*)
- Budget Cashflow Statement for the Year Ending 29 February 2020

The Forest Reports, Valuation and Draft Financial Statements will be distributed as soon as they are available.

ATTENDANCE/ APOLOGY / PROXY FORM

Please return the completed form to our office by Wednesday 17th April:

- **Vote on-line** via the link to the Proxy (as sent to you via email); or
- **Scan and email** to grant@rogerdickie.co.nz; or
- **Mail** to Roger Dickie (NZ) Ltd, PO Box 43, WAVERLEY 4544

Woodside Forest Partnership Budget Cash Flow Statement Year Ending 29 February 2020

	Total	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Period End
INCOME														
Term Deposit Drawdown	55,000				35,000				20,000					
INCOME Total	55,000				35,000				20,000					
FOREST EXPENSES														
Forest Management	-9,537	-650	-650	-650	-890	-650	-650	-650	-2,050	-747	-650	-650	-650	
PSP's	-1,200				-1,200									
FOREST EXPENSES Total	-10,737	-650	-650	-650	-2,090	-650	-650	-650	-2,050	-747	-650	-650	-650	
OPERATION EXPENSES														
Fire Protection	-300									-300				
R & M Tracking	-4,500								-4,500					
Pest Control	-2,500								-2,500					
OPERATION EXPENSES Total	-7,300								-7,000	-300				
ADMINISTRATION EXPENSES														
Accountancy Fees	-2,845			-2,845										
Administration	-4,680	-390	-390	-390	-390	-390	-390	-390	-390	-390	-390	-390	-390	
Audit Fee	-1,625					-1,625								
Bank Fees	-150	-40	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	
Statutory Supervisor	-1,500		-375			-375			-375			-375		
Compliance	-636			-386		-250								
Companies Office	-305				-223				-82					
Subscriptions	-975	-550					-23		-217	-185				
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-15,316	-980	-775	-4,631	-1,223	-2,650	-423	-400	-1,074	-1,585	-400	-775	-400	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-642							-642						
Tree Fire & Wind Insurance	-20,935							-20,935						
Legal Fees	-600					-600								
Rates	-6,920			-1,730			-1,730			-1,730			-1,730	
Valuation	-725		-725											
Interest	116	8	10	8	4	22	19	17	4	9	6	5	4	
FINANCIAL & STANDING CHARGES Total	-29,706	8	-715	-1,722	4	-578	-1,711	-21,560	4	-1,721	6	5	-1,726	
FIN YEAR SURPLUS Total	-8,059	-1,622	-2,140	-7,003	31,691	-3,878	-2,784	-22,610	9,880	-4,353	-1,044	-1,420	-2,776	
GST	13,799	4,645						2,958						6,196
GST Component	-9,154	-238	-321	-900	-495	-584	-419	-3,393	-1,517	-503	-156	-212	-416	
GST Total	4,645	4,407	-321	-900	-495	-584	-419	-435	-1,517	-503	-156	-212	-416	6,196
Opening Balance	13,902	13,902	16,687	14,226	6,323	37,519	33,057	29,854	6,809	15,172	10,316	9,116	7,484	4,292
Closing Balance	4,292	16,687	14,226	6,323	37,519	33,057	29,854	6,809	15,172	10,316	9,116	7,484	4,292	10,488

The above expenditure is estimated

Balances - 1 March 2019

Liability Free NZU's - 23,884 NZU's

Term Deposit - \$306,453.28 (Current Interest Rate 2.65% 90 days)

Funds Required

Estimated Drawdown from Term Deposit - \$35,000 in June and \$20,000 in October

Notes to the budget

PSP's – Re-measure permanent sample plots x 4

Pest control - Possum poisoning

RDNZ charge out rate is \$98 +GST per hour (this is for non-standard administrative work, i.e. harvest payment processing, international payments, grazing/hive rental negotiations)

International transactions are charged to individual partners @ \$50 per transaction (\$15 bank fee, \$35 RDNZ admin fee)